

REQUIREMENTS FOR
ELEMENTARY CERTIFICATES
ARIZONA DEPARTMENT OF EDUCATION – CERTIFICATION UNIT

➤ **PROVISIONAL ELEMENTARY EDUCATION, 1-8 CERTIFICATE**

The Provisional certificate is valid for 3 years and is not renewable, but may be extended once for 3 years.

Requirements for the Provisional Elementary Education, 1-8 certificate are:

1. Completed [Application for Certification](#)
2. Appropriate fee (See *Application for Certification*)
3. A photocopy of your valid Arizona Department of Public Safety Identity Verified Prints (**IVP**) fingerprint card (plastic). For more information visit the [Arizona Department of Public Safety](#) website or call (602) 223-2279.
4. A Bachelor's or more advanced degree from an accredited institution. Official transcript(s) required.
5. Option A, B, or C:
 - A. Completion of a teacher preparation program in elementary education from an accredited institution or a Board-approved teacher preparation program.
- OR -
 - B. Forty-five (45) semester hours of education courses from an accredited institution including at least 8 semester hours of practicum in grades 1-8. **Two years** of verified full-time teaching experience in grades Prekindergarten - 8 may be substituted for the 8 semester hours of practicum. Submit a [Verification of Teaching Experience](#) form signed by the District Superintendent or Personnel/HR Director to verify teaching experience. Courses which teach the knowledge and skills described in the professional teaching standards such as learning theory, classroom management, methods and assessment are acceptable.
- OR -
 - C. A valid elementary education certificate from another state.
6. Professional Knowledge Elementary Exam.
One of the following:
 - A. A passing score on the *NES Assessment of Professional Knowledge: Elementary* **OR** A passing score on the AEPA Professional Knowledge Elementary (replaced by the NES Assessment).
 - B. A passing score on a comparable Professional Knowledge Elementary examination from another state or agency.
 - All score reports must have the word "Passed" on it.
 - Test scores older than 10 years **WILL NOT** be accepted.
 - Submit the original score report at time of application.
 - C. A valid comparable certificate from the National Board for Professional Teaching Standards. Submit a notarized copy of the certificate.
 - D. Three (3) years of full-time teaching in grades K-12. Submit a [Verification of Teaching Experience](#) form signed by the District Superintendent or Personnel/HR Director to verify teaching experience.
7. Subject Knowledge Elementary Education Exam.
One of the following:
 - A. A passing score on the Subject Knowledge Elementary Education portion of the Arizona Educator Exam ([NES or AEPA](#)). *Both Sub tests must be passed for NES exam.*
 - B. A passing score on a comparable Subject Knowledge Elementary Education examination from another state or agency.
 - All score reports must have the word "Passed" on it.
 - Test scores older than 10 years **WILL NOT** be accepted.
 - Submit the original score report at time of application.
 - C. A valid comparable certificate from the National Board for Professional Teaching Standards. Submit a notarized copy of the certificate

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8. Structured English Immersion (SEI) Endorsement *

The SEI endorsement requires **ONE** of the following (option A, B, or C):

- A. Official transcript documenting a three (3) semester hours State Board approved SEI course or comparable SEI training from another state.
-OR-
- B. Certificate of training documenting completion of forty-five (45) clock hours of State Board approved SEI training or comparable SEI training from another state.
-OR-
- C. Teachers and administrators who hold a **Full** English as a Second Language (ESL) or **Full** Bilingual Education endorsement are exempt from the SEI requirement. Note: The Provisional ESL and Provisional Bilingual endorsements will **NOT** meet the SEI endorsement requirement.

*** Note:** The requirements for a SEI endorsement may be waived for a period not to exceed one year for individuals who graduate from administrator or teacher preparation programs that are not approved by the Arizona State Board of Education and meet all other certification requirements.

Requirements # 9 and # 10 are required within one year or three years.**

9. Arizona Constitution (a college course or the appropriate examination).

10. U.S. Constitution (a college course or the appropriate examination).

****NOTE:** *If you otherwise qualify for the certificate but are deficient in Arizona and/or U.S. Constitution you have 3 years under a valid teaching certificate to fulfill the requirement, except that if you are teaching an academic course on History, Government, Social Studies, Citizenship, Law, or Civics, you have 1 year to fulfill the requirement(s).*

➤ **STANDARD ELEMENTARY EDUCATION, 1-8 CERTIFICATE**

The Standard certificate is valid for 6 years and may be renewed.

Requirements for the Standard Elementary Education, 1-8 certificate are:

- 1. Qualify and hold the Provisional Elementary Education certificate for a minimum of 2 years.
- 2. Two (2) years of verified full-time teaching experience during the valid period of the Provisional certificate may be used to convert the Provisional certificate to a Standard certificate. Submit a conversion form signed by the District Superintendent or Personnel Director verifying two years of full-time teaching experience during the valid period of the Provisional certificate being converted.
- 3. Three (3) semester hours or forty-five clock hours of instruction in research-based systematic phonics from an accredited institution or other provider.
- 4. Verification of 3 semester hours or 45 clock hours of state approved Structured English Immersion (SEI) training or comparable state approved SEI training from another state to qualify for the Full SEI endorsement.
NOTE: *Individuals who hold a Full Bilingual or Full ESL endorsement are exempt from the SEI endorsement requirement.*
- 5. A photocopy of your valid Arizona Department of Public Safety Identity Verified Prints (**IVP**) fingerprint card (plastic). For more information visit the [Arizona Department of Public Safety](http://www.AZED.GOV/PUBLICSAFETY) website or call (602) 223-2279.